



Digital, Data
& Technology

WEST MIDLANDS POLICE

LEDS Police Training Contract Order

V1.0 01st July 2025

Contents

1	Introduction	3
1.1	Background to LEDS	3
1.2	Purpose of this document	3
1.3	Definitions	4
2	Approach	5
2.1	LEDS Delivery Approach	5
3	Deliverables Required	6
4	Funding & Commercial Arrangements	7
4.1	Funding Schedule	7
5	Authorisation	10
5.1	Signatures	10

1 Introduction

1.1 Background to LEDS

The Law Enforcement Data Service (LEDS) Programme has been established to deliver a new Law Enforcement data service to better support the operational needs of policing and law enforcement.

Modernisation of the way in which law enforcement maintains and consumes the national record of people (and objects) of interest is long overdue. Almost all UK law enforcement roles and daily activities are dependent on being able to identify people and take actions based on an understanding of threat posed, vulnerability, status (such as wanted or missing) and offending history. Without modernisation of the national services that currently support this, principally provided by the Police National Computer (PNC), Law Enforcement's capacity to protect the public and prevent crime is being held back and unable to adapt to the changing nature of crime. Law Enforcement require services that: meet their current needs; can reach all the officers that need to consume this critical national dataset; are compliant; and can adapt into the future to support new priorities as they emerge.

Delivery of LEDS not only provides annual cost savings to policing (through Memorandum of Understanding charging) but will also provide substantial user benefits and provides a framework for future product evolution to ensure that the service can grow and adapt to the changing pace of Law Enforcements needs.

Through product centric delivery the programme is iteratively delivering LEDS products that align with the current PNC capabilities. This means products will be 'dropped' and available for adoption over the duration of programme. Law Enforcement Agencies (LEAS) will need to be ready both technically and from a business change perspective (training, data protection, security) to adopt these products.

Because of the varied user and stakeholder landscape and the unique needs and technical landscapes of UK police forces, one of the biggest risks to programme delivery is the decommissioning of the PNC and the adoption of LEDS. Failure to replicate PNC services in the transition to LEDS will negatively affect the capability of UK police forces and the many public and private sector organisations that access or contribute to policing data.

With competing priorities, LEAS face substantial pressure in meeting the programme's adoption timelines and potential unplanned costs.

1.2 Purpose of this document

The purpose of this document is to describe the agreement between the UK Home Office and West Midlands Police under which the service will be undertaken.

This includes:

- Approach
- Deliverables
- Funding and Commercial Arrangements

1.3 Definitions

The parties referred to in this document are:

- ***Client*** – West Midlands Police
- ***Agency*** – UK Home Office

2 Approach

2.1 LEDS Delivery Approach

A key component of the LEDS delivery approach is for the West Midlands Police Force to deliver essential training across all police forces of the new LEDS programme prior to the completion of the transition from the PNC. Once the PNC has been decommissioned then the current team will produce all existing artifacts relating to the current products and will stand down and no longer exist. Therefore, it is essential that the training is delivered within a sufficient time frame and a phased handover is in place leading up to that date. The results of this will mean that all police across the West Midlands Force will therefore receive training and be able to benefit from the new LEDS programme including its capabilities in a more manageable way compared to the old PNC programme.

This approach will be iterated over time using high quality but simple training package that incorporates the training material as it is important that the users are not only trained but are confident and competent in doing so under the guidance and training of The West Midlands Police. There will be regular monitoring and review with both the LEDS and Client Programme teams with the opportunity of payment at quarterly intervals throughout the financial year.

Fundamentally LEDS seeks a collaborative approach to maximise the benefits and outcomes throughout the delivery of the LEDS Programme.

3 Deliverables Required

The list of deliverables below has been agreed between the LEDS Programme and the West Midlands Police Force. There is a recognition that due to the agile approach to delivery this list is not sequential or timebound. Monthly and weekly meetings will be held between the Agency and the Client to discuss progress against milestones and prior to submitting any invoice. A quarterly Time and Materials invoice will be submitted by West Midlands Police as part of their financial quarterly reporting. This invoice will be based on the deliverables achieved, where applicable, as outlined in Section 4.1 'Funding Schedule'.

Learning Materials; West Midlands Police will produce a learning package that reflects all existing LEDS entitlements; Person, Drivers, Vehicles and Property. Each of the products contain multiple modules, for example, Person Enquiry alone is made up of nine comprehensive and detailed packages. For each and every module they will enhance the existing PowerPoint packages into an immersive training module that contains a basic simulation to reflect the live environment, to better the learner experience.

Improved Packaging; Each module will be built and compressed into a SCORM file. This will save both forces and dependencies time by providing them with a file that can be uploaded directly into their preferred LMS, ready for immediate use.

Quality Assurance; West Midlands Police will ensure that all new modules, before release, as quality assured by their existing process.

Assessment Modules; They will create an assessment module for each of the LEDS products with immersive capabilities that are compatible with various LMS platforms. This will bring about national consistency and allow forces and dependencies to draw upon completion data.

Analytics; Each module built is to contain an automated evaluation tool. This will allow is to collate data nationally that can then be used to improve future packages and identify any potential risks.

Accessibility; All materials are to meet minimum accessibility requirements, specifically *Web Content Accessibility Guidelines* (WCAG EN301549), so as to meet the diverse nature of learning needs. Where certain needs cannot be met, they will also produce a supporting accessibility documents for forces to adapt accordingly.

Ongoing Maintenance; West Midlands Police, working with the LEDS training team and national training community, will ensure that materials continue to be reviewed and kept up to date, to reflect the ever changing nature and appearance of the products.

4 Funding & Commercial Arrangements

This agreement is issued in accordance with the provisions of the LEDS Programme between the Agency and Client dated 1st April 2025

ORDER:

Order Number:	<i>Project: 19063</i>
From:	1 st July 2025
To:	31 st March 2026

Order Start Date:	1 st July 2025
Order Expiry Date:	31 st March 2026
Order Initial Period:	9 months
Order Optional Extension Period:	N/A

4.1 Funding Schedule

Key Staff:	For the Client: Nicola Craig, Training Lead, West Midlands Police For the Agency: Lesley Pink - Head of Adoption (Programme)
Guarantor(s)	Not applicable

Order Contract Charges (including any applicable discount(s), but excluding VAT):	The contract value is £139,574.40 from 1 st April 2025 to 31 st March 2026 The Client makes no commitment to spend a minimum value during the Contract period.
Liability	N/A

Additional Insurance Requirements	Not applicable.
Client billing address for invoicing:	All claim forms must be sent electronically to LEDS_adoptionfunding@homeoffice.gov.uk All invoices must quote a valid Purchase Order to; hosupplierinvoices@homeoffice.gov.uk

Special Terms	Claims for payment by the Client will be made by the Agency on a quarterly basis. Q1 July-Sept 25 Q2 Oct-Dec 25 Q3 Jan-Mar 26 At each quarter milestone in 2025/26 the LEDS Engagement Manager will confirm that the Client is making sufficient and satisfactory progress (where appropriate) against the LEDS Roadmap and set deliverables (3. Deliverable Required). The Client will then complete the 003 Payment claim form ("Claim Form") (like all other UK Police Forces receiving funding for LEDS Adoption) and will submit a completed claim form. Prior to submitting the Claim Form, approval must be obtained by the Force Finance Lead and Force Silver. The Funding Manager will review the claim form. If approved, they will notify the Client and request an invoice for payment. If not approved, the LEDS Delivery Manager will work with the Client to rectify any issues to ensure a subsequent successful submission. Charges will be billed for on a Time and Materials basis and based on actual milestones delivered. All undisputed and valid invoices should be paid within 30 days.
Variation(s)	Variations are permitted under this Contract Order. If the parties agree to make a variation under the Contract Order, the details of that variation shall be specified and confirmed in writing by the parties. The Client shall not be obliged to implement any variation until it has been confirmed and any revision to the Price and any timetable of work has been agreed in writing.
Progress Meeting Frequency	Monthly meetings to evaluate progress and agree next steps/actions will be required. These will be held with LEDS

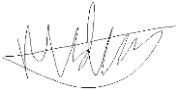
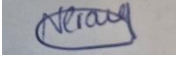
	Programme Delivery Manager, and the client representative through use of video calling on a date agreed by both parties.
Summary	The Agency has agreed to pay the Client for adoption work to deliver essential LEDS training across all police forces throughout the UK prior to the decommissioning of the PNC in March 2026. The aim being to focus on developing future immersive packages which can then be utilised to execute the delivery plan to all 43 police forces and NPO's were necessary across the UK. This is specifically intended to cover the costs of adoption activity as given in Section 3 – Required Deliverables. It is understood that the max £139,574.40 available for adoption activity is a contribution and may not cover all costs the Client incurs.

5 Authorisation

5.1 Signatures

BY SIGNING AND RETURNING THIS ORDER CONTRACT (which may be done by electronic means) the Agency agrees to enter into an Order Contract with the Client to provide the Goods or Services in accordance with the terms of this document

The Parties hereby acknowledge and agree that they have read this Order and the Order Incorporated Terms. The Parties hereby acknowledge and agree that this Order Contract shall be formed when the Client acknowledges (which may be done by electronic means) the receipt of the signed copy of this letter from the Agency within two (2) Working Days from such receipt.

Agency (Authorised Approver for and on behalf of)	Client (Authorised Approver for and on behalf of)
Name: Michael Lamb	Name: Nicola Craig
Position: Commercial Lead	Position: Learning Diagnostic & Design Manager
Signature: 	Signature: 
Date: 22/07/25	Date: 22.07.25